

ORDINANCE NO. 767

AN ORDINANCE TO DIVIDE THE ADMINISTRATION OF THE CITY OF LODI INTO FIVE DEPARTMENTS AND PROVIDE FOR THE ASSIGNMENT OF THE SEVERAL MEMBERS OF ITS BOARD OF TRUSTEES TO BE THE HEADS OF SUCH RESPECTIVE DEPARTMENTS, AND TO BE APPOINTED AS THE COMMISSIONERS OF SUCH RESPECTIVE DEPARTMENTS.

The Board. of Trustees of the City of Lodi do ordain as follows:

Section 1. The administration of the City of Lodi except as otherwise provided by law, shall be and hereby is divided into five general departments as follows:

(a) Department of Public Affairs, which shall be under the supervision of the president of the Board of Trustees of said City, who shall be the Commissioner of Public Affairs.

(b) Department of Revenue and Finance, which shall be under the supervision of the Commissioner of Revenue and Finance.

(c) Department of Public Health and Safety, which shall be under the supervision of the Commissioner of Public Health and Safety.

(d) Department of Streets, which shall be under the supervision of the Commissioner of Streets.

(e) Department of Public Works and Property, which shall be under the supervision of the Commissioner of Public Works and Property.

Sec. 2. The Board of Trustees shall by a majority vote assign each of its members, save its president to be, and shall appoint such member as commissioner of one of said departments other than that of Public Affairs and may from time to time by a like vote change such assignment and appointment,

Sec. '3. The compensation to be received by the Commissioner of Public Affairs is hereby fixed at the sum of *Forty* ~~(\$40)~~ dollars per month, and the compensation to be received by each of the other Commissioners is hereby fixed at the sum of *Thirty* ~~(\$30)~~ dollars per month.

Sec. 4, The Commissioner of Public Affairs shall be Superintendent of the Department of Public Affairs, and as such (not to his exclusion as President of the Board of Trustees) shall be the chief executive officer and representative of the City. In the absence or inability of any commissioner he shall exercise temporary supervision over the department of such Commissioner.

Sec. 5. The Commissioner of Revenue and Finance shall be Superintendent of the Department of Revenue and Finance, and as such shall have supervision of all records and accounts of the City, and those of all officers and employees required to keep or make accounts, records or reports, He shall cause proper accounts and records to be kept and proper reports to be made. He shall audit or cause to be audited at frequent intervals the accounts of every officer or employee of the City who does or may receive or disburse money. He shall examine or cause to be examined and report to the Board of Trustees, upon all bills, accounts, pay rolls, and claims before they are acted upon or allowed unless otherwise provided by law. He shall procure from all persons or corporations operating public service utilities in the City and **cause** to be placed on file such reports as they are by law or ordinance required to make to the City, and shall cause any necessary examination to be made of the accounts and records of any person or corporation operating a public service utility in the City. He shall report to the Board any failure to make any proper report to the City or

to pay moneys due to the City, with such recommendations as he may deem proper. The Assessor, **Clerk**, Treasurer, License and Tax Collector, and all book keepers and accountants are assigned to the Department of Revenue and Finance, and shall be under the direction and supervision of the **Commissioner** thereof, so far as not otherwise provided by law. He shall also cause a public report of the financial affairs of the City to be made not less than once a year.

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Sec. 6. The Commissioner of Public Health and Safety shall have charge of and supervision over the Department of Public Health and Safety. Said department shall include the Police Department, the Fire Department, the office of Plumbing Inspector and the inspection of buildings. Such commissioner shall supervise all officers and employees assigned to said departments and all property and apparatus used in connection therewith. Such commissioner is hereby invested with all the powers and duties of the Board of Health of the City of Lodi and such Board of Health is abolished.

Sec. 7. The Commissioner of Streets shall have charge of and supervision over the Department of Streets, and the Superintendent of Streets shall report to him. Subject to the provisions of the **law**, such Commissioner shall have authority over and charge of public work, cleaning, sprinkling and repair of streets and public places, **the** making of street improvements and of all **work** done on, in or under the streets, whether of construction, maintenance **or** **repair**, and of all pipes, conduits and other installation placed under the streets and of all tracks, noles and other installation placed on or above the streets.

Sec. 8. The Commissioner of Public Works and Property shall

have charge of and supervision over the Department of Public Works and Property. He shall have charge of all buildings belonging to or used by the city, except as otherwise provided by law, and of all public utilities of every kind and nature owned or operated by the city, and of all public parks belonging to the city, and the care of which has not been otherwise provided for.

Sec. 9. The Board of Trustees may assign employees to one or more departments, may require an officer or employee to perform duties in two or more departments, and may make such other rules and regulations as may be necessary or proper to the efficient and economical conduct of the business of the municipality.

Sec. 10. This ordinance shall be printed and posted in at least three public places in the City of Lodi, and be submitted to the electors of said city at the general municipal election to be held in said city on the 13th day of April, 1914, and, if a majority of the votes cast at such election be in favor of said ordinance, such ordinance shall take effect and be in force on the 23rd day of April, 1914.

The foregoing ordinance was at an adjourned regular meeting of the Board of Trustees of the City of Lodi, held on the 16th day of March, 1914, finally adopted and passed as an ordinance of said City, by the following vote:

AYES:

Trustees C. A. Black J. M. Blodgett F. O. Hale
G. E. Lawrence

NOES:

None

ABSENT:

None C. A. Rice having resigned

I hereby approve, sign and certify the foregoing ordinance this 16th day of March, 1914.

(SEAL)

G. E. Lawrence
President of the Board of Trustees of
the City of Lodi.

Attest:

C. A. Rice
City Clerk of the City of Lodi.

Lodi Cal. April 2nd 1914
This is to certify that I have this day posted Ordinance No. 15 in 3 public
places according to law, namely the Municipal Building the Post Office
and about sixty feet south of the S. W. Corner of Sacramento Street, all in the
City of Lodi California.

C. A. Rice
City Clerk.